



CHAIRMAN OF THE JOINT CHIEFS OF STAFF INSTRUCTION

J-1

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CJCSI 1301.01A

30 October 1998

POLICY AND PROCEDURES TO ASSIGN INDIVIDUALS TO MEET COMBATANT COMMAND MISSION-RELATED TEMPORARY DUTY REQUIREMENTS

References: a. 10 USC 151, 153, 162, 167, 3031, 5031, 8031
b. Joint Pub 1-02, "Department of Defense Dictionary of
Military and Associated Terms"

1. Purpose. This instruction establishes policy and procedural guidance to the joint military community regarding the assignment of individuals to meet combatant command temporary duty (TDY/TAD) augmentation requirements in support of National Command Authorities (NCA) directed operations. This instruction is not intended as a policy to fill training requirements.

2. Cancellation. CJCSI 1301.01, 16 January 1996, is canceled.

3. Applicability. CJCSI 1301.01A applies to the Joint Chiefs of Staff, the Joint Staff, the Military Services, combatant commands, and applicable Defense agencies. This instruction applies only to the process of assigning individuals, not forces, on a TDY/TAD basis to meet combatant command mission-related requirements.

4. Policy. Combatant commands determine the need for individual augmentation requirements to accomplish an assigned mission and fill operational or contingency requirements through their Service component commands. If the Service component does not have personnel available to meet the supported CINC's requirements, the Service component will pass the requirement to its Service headquarters via AUTODIN message, with an information copy to the supported CINC J-1 and the Joint Staff J-1. The Service will source the requirement from internal Service assets or from combatant commands and Defense agencies. Should a Service disagree with the supported combatant

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command requirements or a combatant command or Defense agency disagree with a Service request to fill a shortfall requirement, a reclama can be made to the Chairman of the Joint Chiefs of Staff. The Chairman will monitor, through the Joint Staff, all requests for personnel augmentation and, as necessary, help resolve issues or, after consulting with the other members of the Joint Chiefs of Staff, as appropriate, refer the matter to the Secretary of Defense for decision.

5. Definitions. None.

6. Responsibilities. The Joint Staff, Services, combatant commands, and applicable Defense agencies will carry out the requirements of this instruction.

7. Procedures. Procedures for assigning individuals TDY/TAD to meet combatant command operational requirements follow. (See Flow Chart at Enclosure.)

a. Initial Tasking

(1) The NCA assign a supported combatant command (supported CINC) a mission and identify supporting combatant commands (supporting CINCs), Services, and Defense agencies through the Unified Command Plan (UCP), DOD directives, and execute or deployment orders (EXORD/DEPORD). The supported combatant command determines and validates its force requirements for a specific mission and tasks its Service component commands to identify and assign individuals to meet such requirements. The supported combatant commander has an incumbent responsibility to ensure requirements are validated by a competent and knowledgeable authority within the chain of command.

(2) If a Service component does not have sufficient individuals to fill personnel requirements, the Service component command will identify shortfalls to its Service headquarters and concurrently notify its combatant command headquarters and the Joint Staff J-1.

(3) The Service headquarters will fill the identified shortfalls from the internal Service assets (either Active, Reserve, or National Guard, and/or DOD civilian personnel). If Reserve or Guard assets are tasked, the Service will provide the man days, travel, and per diem funding as appropriate to support the combatant commander. If Service assets are insufficient, the Service headquarters will evaluate Service assets or manning within combatant command Service components and Defense agencies to determine the best way to meet the supported combatant command requirement. If the Service questions the validity of the request for augmentation, it can reclama to the Chairman of the Joint

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Chiefs of Staff, who will work with the supported combatant command and the Service to resolve the issue.

(a) In cases of other ongoing operations, the Service, although agreeing with the validity of the combatant command tasking, may believe the Service component of the supported combatant command is most capable of filling the requirement. If the Service headquarters and the supported CINC's Service component cannot reach an agreement, the Service headquarters or the supported CINC may reclama to the Chairman of the Joint Chiefs of Staff.

(b) If the Service determines that assets belonging to another combatant command or other non-special-operations skills assigned to a Service component of USSOCOM are required to help fill the shortfall, the Service simultaneously sends a message to the Joint Staff J-1; the combatant command; and the combatant command Service component requesting the Service component source the requirement.

(c) Components will not deploy personnel to fill validated requirements until the reclama is resolved. Submission of a reclama may cause a delay in individual report date(s); however, designated personnel will continue to prepare for deployment.

(d) The combatant command evaluates the tasking based on knowledge of its assets and other taskings. If the combatant command does not believe sufficient assets are available, it can reclama the matter to the Chairman of the Joint Chiefs of Staff, with an information copy to the Service. The Chairman will work with the Service and combatant command to resolve the issue. Members of the component command who have been identified to fill the shortfall will not deploy until the reclama is resolved; however, the members will continue to prepare for deployment.

(e) If the Service determines assets of a Defense agency are required to help fill the shortfall, the Service notifies the Joint Staff J-1, who will work with the agency to fill the tasking. If the request is for intelligence assets, the Service notifies both the J-1 and J-2 directorates on the Joint Staff by message. The message will set forth specific requirements for each billet, to include billet numbers, grade/rank required, and specialty code (AFSC/MOS/rating or designator/series). Clearance and report dates are required to ensure the requirement is filled within 90 days of the request. If the Defense agency does not believe sufficient assets are available, it can reclama the matter to the Chairman of the Joint Chiefs of Staff, with an information copy to the Service. The Chairman will work with the Service and Defense agency to resolve the issue.

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(4) The supported CINC will pass requirements for special-operations-specific skills through the theater special operations command to USSOCOM. Non-special-operations-specific skill requirements needed to support special operations missions will be validated and requested as previously defined in this instruction. If USSOCOM cannot fill the personnel requirement, it will refer the issue to the Joint Staff J-1.

(5) Procedures for filling UN or NATO TDY/TAD requirements of the combatant commands are the same as above; however, the Secretary of Defense or his designee must approve augmentation support before individuals are assigned. Current procedures remain unchanged for UN or multilateral observer missions under the authority of the Secretary of the Army as Executive Agent.

b. Sustainment of Individual TDY/TAD Requirements

(1) Recurring rotational requirements follow the same process as the initial tasking. The supported combatant command validates the continued need to fill the positions--with special sensitivity being paid to the demands on low-density skill fields (including the possibility of substituting other specialties). If the component cannot fill the requirement, it notifies the Service headquarters of the shortfall.

(2) In situations involving low-density skills where only a small number are used in the operational area and which are generic to the Services (e.g., chaplains, linguists), the Joint Staff can assist in establishing a rotation plan among the supporting Services.

c. Extension of Personnel. The supported combatant command may extend augmentees beyond their expected rotation tour date subject to the concurrence of the appropriate Service, supporting combatant command, or Defense agency (info Joint Staff J-1). However, in the case of Reserve component soldiers mobilized under title 10, USC 12304, the extension will not go beyond 270 days total mobilized time (this includes time to redeploy and be demobilized). Should there be objection to the tour extension, the issue will be forwarded to the Chairman of the Joint Chiefs of Staff, who will attempt to resolve the matter, consult with the other Chiefs as considered appropriate, and, if necessary, refer the matter to the Secretary of the Defense for decision. The same process will be used for UN and NATO missions provided the extension is consistent with US policy. If US policy is unclear, the matter should be referred to the Joint Staff for appropriate action.

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8. Summary of Changes. Changes in this revision expand upon the validation process for individual augmentation requirements and also delineate intelligence requirement specific procedures. Other changes are administrative in nature and have no substantive impact on this instruction.

9. Effective Date. This instruction is effective upon receipt.

10. Releasability. This instruction is approved for public release; distribution is unlimited. DOD components (to include the combatant commands), other Federal agencies, and the public may obtain copies of this instruction through the Internet from the CJCS Directives Home Page--<http://www.dtic.mil/doctrine/jel/cjcsd.htm>. Copies are also available through the Government Printing Office on the Joint Electronic Library CD-ROM.

For the Chairman of the Joint Chiefs of Staff:



DENNIS C. BLAIR
Vice Admiral, U.S. Navy
Director, Joint Staff

Enclosure:

Individual Augmentation Process

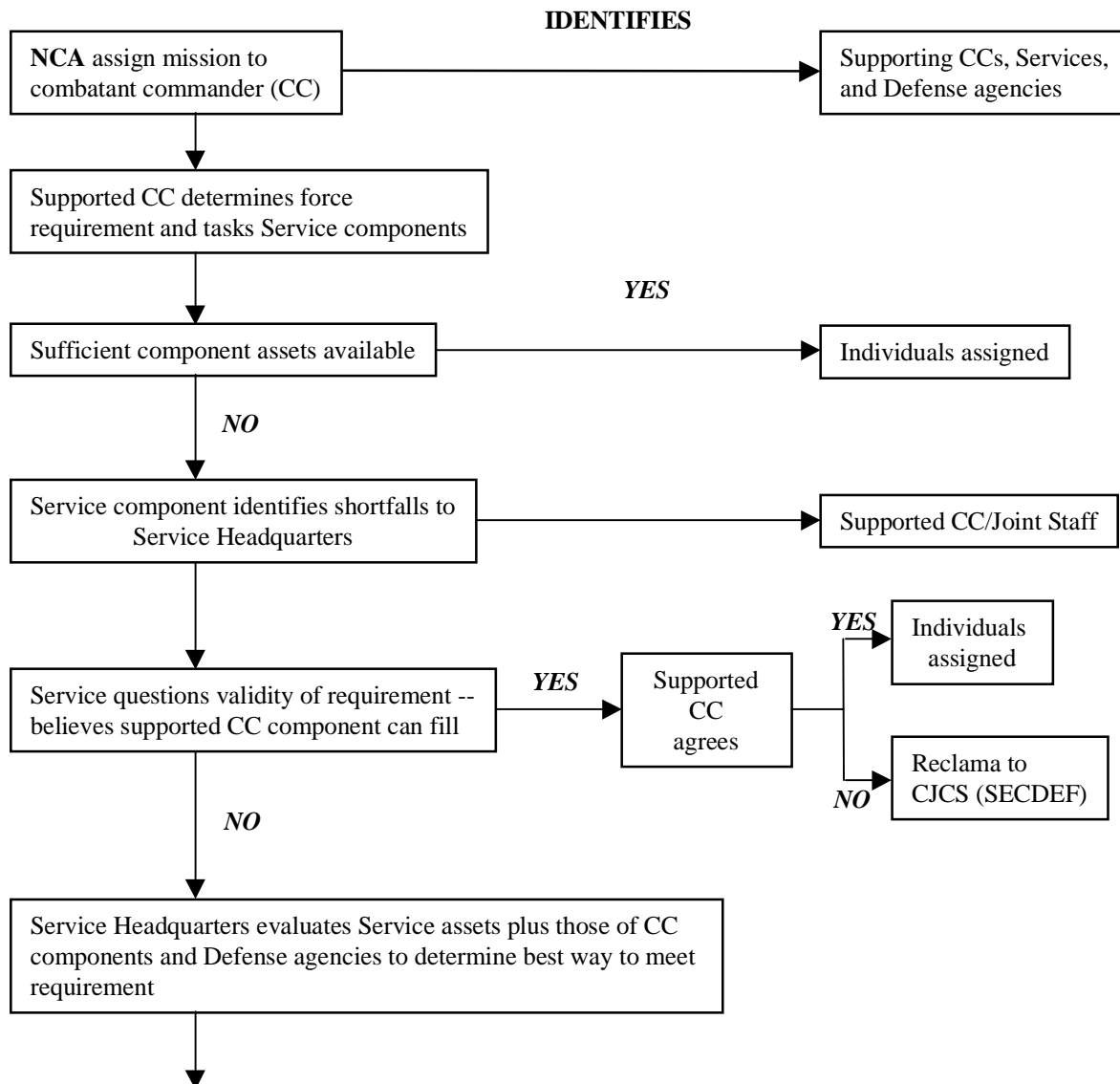
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